

SPRING CITY BOROUGH COUNCIL MEETING

SEPTEMBER 15TH, 2020 – 7:00 P.M.

CALL TO ORDER:

President Shaner called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen Bauman, Sr., Burns, Shaner, Sweeney, Mayor Kern, Solicitor Hovey, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Sweeney motioned to approve the minutes of the August 3rd, 2020 council meeting. Mr. Shaner seconded. Motion carried.

MAYOR:

Mayor Kern commented that August brought the remnants of Hurricane Isaias through our area leaving widespread flooding. Again, our heroic Fire Department was available to assist many residents with water in their basements, down wires and trees. Our police department was also very busy working on calls from residents. After many forms of correspondence, the mayor was able to help a resident on Poplar Street come to a resolution concerning his flooded yard and basement. It was a difficult time for so many residents.

The Mayor spoke to Penn Dot Truck Division about limiting 18 wheeler trucks from coming down New Street. This was prompted by concerns placed by businesses on Main Street. After much research, Penn Dot has agreed that the intersection of Main and New Streets did not have the ability to handle 18 wheel trucks attempting to make the left hand turn onto Main Street or right turns onto New Street. Subsequently, New Street is no longer available to that size trucks. They may go down Bridge Street to enter Spring City. Appropriate signage will be coming soon.

After several inquiries from the neighbors close to the corner of Pikeland Avenue and Wall Street, concerning the damaged storm drains, she directed them to file formal complaints to Borough Hall for Dennis Rittenhouse's attention. There was also requests for a stop sign on Wall Street at that corner, to curb the speeding traffic and those on Pikeland Avenue who feel their Stop Sign may just be a suggestion. Again, that matter has been referred to Borough Hall.

Mayor Jenna and Mayor Kern have continued to move forward with the Twin Borough's Initiative. She is presently working on funding for an additional banner and yard signs. The L&W Group, on Main Street, has helped them tremendously with generously donating their expertise and printing brochures. Soon there will be a literature box

installed outside Borough Hall for residents to obtain information to assist them in finding help in times of need or crises.

She said she is pleased to help our community and her residents make our town a better place to live and to thrive.

COMMUNICATIONS:

1. A letter of resignation from Daniel L. Bauman, Jr. who is resigning his position as a councilor effective September 11, 2020 due to the fact that he is moving out of the borough.
2. A letter of notification from Spring City Electrical's engineering firm notifying the borough that Spring City Electrical Manufacturing is submitting a renewal application for a state only operating permit to PA DEP.
3. A memorandum from Penn Dot notifying the borough that East Vincent Township is planning lane closures on Route 724 between Stony Run Road and Pikeland Avenue, starting on Wednesday, September 9th through Friday, October 9th, from 9:00 a.m. to 3:00 p.m. for the installation of sewer lines.
4. A letter from the Chester County Department of Community Development informing the borough that Spring City was awarded a CRP Grant in the amount of \$550,000.00 for ADA compliant public parking improvements to the parking lot at Yost Avenue and N. Main Street.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of August, 2020. **TRASH DISPOSAL** – 121.3 tons of refuse was transported to the Lanchester Landfill from July 27th through August 31st, 2020. Twenty-Two (22) bulk trash pick-ups were made during the month. **YARD WASTE** – 17.5 tons of yard waste was collected at curbside on Mondays. **MAINTENANCE** – Mowed and trimmed the grass on all borough properties. Cut up and removed fallen trees at the Poplar Street Play Area and the River Front Trail. Turned the leaf windrows at the Gay Street Compost Site. **STREET WORK** – Cleaned various stormwater inlets throughout the borough after the rain events. Also, manually cleaned up large amounts of debris (stones, dirt) from the streets after the rainstorms. A section of stormwater pipe was replaced on Vincent Street by Floyd Hersh.

SANITATION AND SURFACE WATER: Mr. Bauman, Sr. gave the following Wastewater Treatment Plant report for the month of August. **Daily Flows** – The average daily flow for the month of August, 2020 was 467,000 gallons per day. The maximum flow occurred on August 4th and was recorded at 1,548,000 gallons. We received 7.1 inches of rain on August 4th as a result of the tropical storm, which caused bypasses to occur at the plant. PA DEP was notified and Mr. Wolfinger visited the plant to assess the situation.

Maintenance – Pipe Data Services was called in to clear two trunk line blockages. One blockage was on the 400 block of Broad Street and the other was at the 200 block of Walnut Street. We are still awaiting the Penn Dot Permit for the road restoration on North Main Street. We now expect to receive it within the next two weeks. The Sewer Committee is reviewing a proposal from Burshich Associates to consider permitting the builders, Lennar Site Development Group to install low pressure grinder pumps and a force main to ten of the homes at the Hunsberger Tract Land Development Plan. A report will be forthcoming for council's consideration to approve this request at the October 5th Borough Hall Meeting.

POLICE:

Mr. Rittenhouse reported the police committee met on August 20th and discussed getting additional information on SUV's prior to making the purchase of a new vehicle for the department.

Also, Mr. Kern presented information to the committee regarding the painting of parking spaces on Main Street. After doing a walk through, it appears that approximately 12 parking spaces would be lost. He also noted concerns about the proposed width of the spaces which could possibly cause traffic flow issues, possible damage to parked vehicles and the risk and delay for emergency vehicles.

After hearing about these concerns, the committee feels it would not be beneficial to paint parking lines on Main Street.

Mr. Rittenhouse read the August monthly police report submitted by Chief White. Total Calls: 173; traffic 10; miscellaneous 34; parking complaint 9; medical emergencies 24; assist other departments 11; domestic disputes 8; theft 2; disturbances 8; suspicious person 11; drug violations 1; warrant service 2; noise complaints 2; 911 hang-up call 1; alarm 7; assault 2; animal complaint 3; criminal trespass 1; well-being 10; accidents 5; missing person 1; vehicle lockouts 1; fire calls 2; disabled vehicles/repos 6; criminal mischief 4; rape 1; attempted suicide 1; Megan's Law Violation 1; harassment 4; illegal dumping 1; parking tickets issued 7; non-traffic citations 1; criminal arrests 3. Criminal Arrests: simple assault 1; terroristic threats 1; drug act 1. **Mileage traveled during the month of August:** Car 14-1 (2019 Dodge) 1,135 miles, Car 14-2 (2015 Dodge) 1,036 miles which made a total of 2,171 miles. **Gas used during the month of August:** Car 14-1 (2019 Dodge) 164.2 gallons, Car 14-2 (2015 Dodge) 152.1 gallons which made a total of 316.3 gallons of gas used during the month.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were nine (9) building permits issued during the month of August, 2020. Estimated cost of construction was \$71,000.00. Permit fees collected were \$2,012.50. Constance Delano, 400 Broad Street, gas heater; Norm Castor, 151 S. Wall Street, water service; SGI Centers LLC, 43 E. Bridge Street, signs; Richard Clark, 233 Chestnut Street, electric; Jaime Weiss, 345 New Street, pool; Laura Dunacusk, 206

Walnut Street, replace sewer pipe; Kevin McDonnell, 346 Arch Street, electric; Kevin McDonnell, 346 Arch Street, plumbing; Kevin McDonnell, 346 Arch Street, addition.

PLANNING:

Mr. Rittenhouse noted the following agenda items are scheduled for the Spring City Planning Commission on Wednesday, September 16th. 1. A discussion on gravity and low pressure sewer service to the Hunsberger Tract. 2. The DeLuca Brothers Plan at 403 S. Church Street and proposed responses and waiver requests for the Hunsberger Tract.

PARKS & RECREATION:

Mr. Sweeney reported the Parks and Recreation Committee met on August 20th. The committee first discussed possible names for the Spring City Mural Project being spearheaded by Mark Schumaker.

Due to current Covid restrictions, the committee cancelled further Concerts in the Park, the Spring City Music and Market Festival and the Halloween Parade for this year.

The committee is seeking public input on recommended guidance for trick or treating on Halloween. The purpose is to simply offer recommendations for those taking part in trick or treating. That committee is NOT suggesting trick or treating be cancelled or drastically altered.

The committee would also like to offer condolences to the family of Russell Slifer, Spring City's long time Santa Claus.

FINANCIAL REPORTS: (Posted)

APPROVAL OF REPORTS:

Mr. Sweeney motioned the committee reports be approved as presented. Mr. Bauman seconded. Motion carried.

UNFINISHED BUSINESS:

1. Review of the Bid Tabulations for the Curbside Collection of Recyclables

A public bid opening for the curbside collection of recyclables in Spring City was held on Tuesday, September 1st, 2020 at 10:00 a.m. Two bids were received as per the enclosed bid tabulation sheet.

Mr. Rittenhouse noted that the current contract with Eagle Disposal to collect recyclables is \$54,211.09 annually. The first year annual fee submitted by the low bidder, Eagle Disposal, is \$66,593.28. This equates to an increase of approximately 23% (\$12,382.19) over our current annual cost.

Mr. Sweeney motioned to award a three (3) year contract to Eagle Disposal of PA for the years 2021, 2022, and 2023 at an annual amount of \$66,593.28 in 2021, \$68,583.84 in 2022, and \$70,664.88 in 2023. Mr. Shaner seconded. Motion carried.

**BID TABULATION SHEET FOR THE CURBSIDE COLLECTION OF RECYCLABLES
IN THE BOROUGH OF SPRING CITY, CHESTER COUNTY**

BID OPENING DATE: SEPTEMBER 1, 2020

BID OPENING TIME: 10:00 A.M.

LIST OF BIDDERS

ANNUAL AMOUNT OF BIDS

**2021
ONLY**

2021 AND

2022 AND

2023

J.P. MASCARO & SONS

92,922.96

92,922.96

94,823.04

97,175.52

EAGLE DISPOSAL

66,593.28

66,593.28

68,583.84

70,664.88

A.J. BLOSENSKI INC.

NO BID

NO BID

NO BID

NO BID

WASTE MANAGEMENT

NO BID

NO BID

NO BID

NO BID

2. Time Extension Letter – Lennar/Hunsberger Tract Subdivision Application.

Mr. Rittenhouse reported that Gregg Adelman submitted a letter to the borough on behalf of US Home Corporation d/b/a/ Lennar extending the time borough council must act on the pending preliminary application for the Hunsberger development until October 5th, 2020.

3. Planning Commission and Zoning Hearing Board Vacancies.

Mr. Rittenhouse reminded council that the following vacancies still exist on the Zoning Hearing Board; one (1) full time member and one (1) alternate member, and the Planning Commission – two (2) full time members.

Mr. Rittenhouse and Solicitor Hovey noted the importance of filling these positions as quickly as possible.

4. DeLuca Brothers – 403 S. Church Street Subdivision.

Mr. Bauman motioned to adopt Resolution No. 2020-11 which grants preliminary and final approval with conditions to a subdivision and land development application entitled DeLuca Brothers Land Development submitted by DeLuca Brothers Land Development, LLC with associated variances of the Spring City Borough Subdivision and Land Development Ordinance. Mr. Sweeney seconded. Motion carried.

Solicitor Hovey noted that Justin Mocerri of Wilkinson & Associates, Inc. submitted a Letter to the borough granting a 9-day extension of time for the DeLuca plan which extends the decision date to Friday, September 18, 2020.

NEW BUSINESS:

1. 2020 – 2029 Penn Dot Suburban Master Casting Agreement.

Mr. Sweeney motioned to adopt Resolution No. 2020-10 which designates the authorized titles of council president and council vice-president of Spring City Borough to sign the Penn Dot Master Casting Agreement, the Project Initiation Form and Change Order for the duration of the Master Casting Agreement. Mr. Bauman seconded. Motion carried.

2. Regulating Harboring Animals in the Borough.

Mr. Sweeney motioned Solicitor Hovey, subject to his review and approval, advertise the agreed upon amendments to Ordinance No. 519 for possible adoption at the October 5th, 2020 Borough Council Meeting. Mr. Bauman seconded. Motion carried.

3. Handicap Parking Permit Application – 320 Chestnut Street.

Mr. Sweeney motioned to approve the handicap parking permit application submitted by Joan and Virgil Emswiler, 320 Chestnut Street. Mr. Bauman seconded. Motion carried.

4. Discussion on Upgrading the Borough's Comprehensive Plan.

Council held a discussion on moving forward with the updating of the Borough's Comprehensive Plan. Mr. Sweeney noted he was in favor of doing the updated plan through a Chester County Vision Partnership Grant Program.

Council members were encouraged to gather their thoughts and keep this project in mind. This item will be on the December Council Meeting agenda for possible action to apply for a Chester County Vision Partnership Program Grant to update the Borough's Comprehensive Plan in 2021.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) PECO \$831.65; H.A. Berkheimer \$127.87; 21st Century Media \$141.04; Verizon \$194.08; Wolf, Baldwin & Associates, P.C. \$1,300.00; PAW \$51.72; Apex \$1,506.00. Total: \$4,152.36. (STREETS) PECO \$57.99; Chester County Solid Waste Authority \$5,585.12; Flexible Benefits Plans, Inc. \$3,244.19; Eagle Disposal of PA., Inc. \$4,486.30; A.J. Blosenski, Inc. \$7,746.75; Douglassville Quarry \$5,635.48; Limerick Hardware \$224.85; AirGas \$27.60; Provident \$59.36; WEX Bank \$244.46; Industrial Chem Labs \$81.92. (POLICE) Crystal Springs \$116.49; Flexible Benefits Plans, Inc. \$3,818.33; American General Life Insurance Company \$668.00; 21st Century Media \$350.66; AT&T \$167.30; PAW \$610.38; Borough of Pottstown \$100.00; Verizon \$334.78; Provident \$26.10; WEX Bank \$568.42; Staples \$101.98; Metopolitan Communications, Inc. \$109.00. Total: \$697.44.

SEWER ACCOUNT: PECO \$3,518.90; Crystal Springs \$8.70; Flexible Benefits Plans, Inc. \$3,658.70; FRANC Environmental \$2,288.00; M.J. Reider Associates, Inc. \$944.00; Action Data Services \$365.20; EEMA \$2,862.77; American Bankers Ins. Company of Florida \$3,320.00; PAW \$95.25; Pipe Data View \$1,590.00; Verizon \$223.27; Provident \$111.59; J.C. Ehrlich \$66.00; WEX Bank \$33.31; Cigna \$114.60; A.J. Blosenski, Inc. \$525.00; Staples \$244.45; Limerick Hardware \$261.30; PA Dept. of Labor & Industry – B \$91.20. Total: \$20,322.24.

STREET LIGHT FUND: PECO \$4,464.29. Total: \$4,464.29.

BUILDING & PROPERTY FUND: Crystal Springs \$58.25; Limerick Hardware \$5.99; Plotts' Energy \$84.96; Stoney Crest Excavating, LLC \$8,600.00. Total: \$8,749.20.

PARKS & RECREATION FUND: United Site Services \$156.01; Kimberly Scheffey \$300.00. Total: \$456.01.

PLANNING, ZONING & HOUSING FUND: EEMA \$942.00; Wolf, Baldwin & Associates, P.C. \$1,965.00; Motley Associates, Inc. \$6,448.08. Total: \$10,355.80.

Mr. Sweeney motioned the bills be approved for payment as read. Mr. Shaner seconded. Motion carried.

ANNOUNCEMENTS:

Mr. Shaner announced the following meetings are scheduled for the month of September, 2020: **Planning Commission**, Wednesday, September 16th, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, September 17th, 6:00 p.m.; **Police Committee**, Thursday, September 17th, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, September 23rd, 6:30 p.m.

The October Borough Council Meeting will be held on Monday October 5th, 2020, 7:00 p.m.

EXECUTIVE SESSION:

Mr. Shaner announced that after the adjournment of tonight's meeting council will go into executive session to discuss a personnel matter.

ADJOURNMENT:

Mr. Sweeney motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Bauman seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse
Borough Manager

FINANCIAL REPORT FOR THE MONTH OF:
AUGUST, 2020

The following figures represent the balance in each Department as appropriated in the 2020 Budget.

GENERAL GOVERNMENT

% UNSPENT

General Government	\$ 74,346.75	38%
Protection to Persons and Property	\$ 273,790.52	52%
Planning, Zoning and Housing	\$ 3,686.35	6%
Streets and Highways	\$ 222,538.55	44%
Street Repaving	\$ 150,191.00	100 %
Parks and Recreation	\$ 27,638.07	93%
Insurance	\$ 69,481.00	100%
Street Lighting	\$ 15,778.54	32%
Library	\$ 15,000.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,308.26	72%
Building and Property	\$ 41,071.72	67%
1% Tax Collection	\$ 1,940.16	39%
OPT Tax Collection	\$ 171.98	69%
Workers' Compensation	\$ 15,525.00	39%
Engineering and Consulting	\$ 12,629.90	36%
CRP Grant – Consulting	\$ 57,893.80	81%

SEWER ACCOUNT

	\$ 112,185.43	17%
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This report reflects all wages and bills paid through August 31, 2020.

Tax Collector's Monthly Report to Taxing District

Taxes Included: SPRING CITY BOROUGH TAX / BOROUGH PER CAPITA / OCCUPATION TAX

For The Month of : 7/29/2020 00:00:00 To 8/25/2020 23:59:59

A. Collections	Municipal/County			School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim	Interim/Other			
1. Balance Collectable -Beginning of the Month	\$34,909.56	\$148.48	\$0.00	\$0.00	\$0.00	\$0.00	\$4,395.00	\$6,086.25	\$45,539.29
2A. Additions: During the Month	\$0.00	\$72.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$72.16
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$34,909.56	\$220.64	\$0.00	\$0.00	\$0.00	\$0.00	\$4,395.00	\$6,086.25	\$45,611.45
4. Less: Face Collections for the month	\$1,733.65	\$62.16	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$118.75	\$2,014.56
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$15.00	\$25.00
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$33,175.91	\$158.48	\$0.00	\$0.00	\$0.00	\$0.00	\$4,285.00	\$5,962.50	\$43,571.89
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$1,733.65	\$62.16	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$118.75	\$2,014.56
10. Plus: Penalties	\$173.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$11.92	\$195.28
11. Less: Discounts	\$0.00	\$1.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.24
12. Total Cash Collected Per Column	\$1,907.01	\$60.92	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00	\$130.67	\$2,208.60
13. Total Cash Collected All Columns									

14.Amount Remitted During the Month

Date	Transaction #	Amount
08/08/2020		\$2,101.28
08/17/2020		\$53.18
08/21/2020		\$52.14
		TOTAL \$2,206.60

15.Amount Paid with this report Applicable to this reporting Month

TOTAL

\$2,206.60

TOTAL

17. Total Other Credits and Adjustments

Parcel #	Name	Amount

18. Interest Earnings (If applicable) \$

	Taxing District Use (Optional)


Tax Collector

8/25/24

Date _____

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by (taxing district)

Umar Subkhans

Title: Master

Date: 9/8/20

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$1,952.40	\$62.16	
Discount Amount	\$0.00	\$1.24	
Penalties Amount	\$195.28	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$(2.26)	\$0.26	
Total Deposit (Including Refunds)			\$2,208.60
Adjusted Total Cash Collected			\$2,206.60
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics									
	Face Current	Disc/Pen Cui	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	Total		
Face Amount Collected in Discount	\$0.00	\$0.00	\$62.16	\$1.24	\$62.16	\$1.24	\$60.92		
Face Amount Collected in Face	\$0.00		\$0.00		\$0.00		\$0.00		
Face Amount Collected in Penalty	\$1,952.40	\$195.28	\$0.00	\$0.00	\$1,952.40	\$195.28	\$2,147.68		
							\$2,208.60		

Commission	Municipal/County			School			Per Capita		Others
	Current	Interim		Current	Interim		Interim/Other		
12. Total Cash Collected Per Column	\$ 1,907.01	\$60.92	\$ 0.00		\$ 0.00		\$ 0.00	\$ 110.00	
Commission Rate									
Monthly Commission per column									

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business August 31, 2020

General Fund

Berkheimer Associates – E.I.T.	\$ 31,147.73
Trash Collection Fees	\$ 14,063.60
Accident Reports	\$ 90.00
Bulk Pickups	\$ 545.00
Building Permits	\$ 2,012.50
Parking Tickets	\$ 70.00
Taxes	\$ 1,106.59
Berkheimer OPT	\$ 82.96
Realty Transfer Tax	\$ 3,420.69
Local Fines	\$ 333.89
County Fines	\$ 553.98
Lease Dwelling Fees	\$ 5,838.33
U&O Inspections	\$ 850.00
Utility Permits	\$ 32.00
TOTAL DEPOSITS	\$ 60,147.27

Withdrawals:

By orders #29927 - #29952
#15341 - #15377

\$110,112.77

Intra Fund Transfer

- 0 -

Balance on Account - Checking

\$ 82,025.56

SEWER FUND

Sewer Receipts

Sewer Rent \$87,045.71

Total Deposits \$87,045.71

Withdrawals:

By Orders #8596 -# 8618, #22209 – #22218 \$ 27,616.43

Intra Fund Transfer \$ - 0 -
\$ 27,616.43

Balance On Account \$ 99,212.50

Respectfully submitted

Dennis Rittenhouse